

Wisconsin Department of Regulation & Licensing

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ATHLETIC TRAINERS AFFILIATED CREDENTIALING BOARD

APPLICATION FOR A LICENSE TO PRACTICE AS AN ATHLETIC TRAINER

Under Wisconsin law, the Department must deny your application if you are liable for delinquent state taxes or child support (sec. 440.12, Stats.).

PLEASE TYPE OR PRINT IN INK ☐ Your name and address are available to the public.
☐ Check box if you wish your name & address withheld from lists of 10 or more credential holders (sec. 440.14, Stats.).

Last Name	First Name	MI	Former / Maiden Name(s)
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Your Street Address (number, street, city, state, zip)

Mail To Address (if different)

Date of Birth ____ month ____ day ____ year	Daytime Telephone Number (____) _____ - _____
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Ethnic/gender status information is optional. Sex: ☐ M ☐ F Ethnic: ☐ White, not of Hispanic origin ☐ Black, not of Hispanic origin ☐ Hispanic ☐ American Indian or Alaskan ☐ Asian or Pacific Islander ☐ Other

Have you ever held a license/credential in the state of Wisconsin? ____ Yes ____ No (please indicate)
If yes, provide your Wisconsin license/credential number. _____

The ____ license expires on ____ of the (even or odd)-numbered year. It may be renewed for a two year period at that time.

School Name: _____
(college or university)

School Address: _____
(City) (State)

Date Diploma Granted: _____
month/day/year

Degree: (Circle one:) BS MS Dr Other

BOARD OFFICE USE ONLY

Temporary Permit Requested: ____ Yes ____ No

APPLICATION FEES

Please check applicable blank: (Make check payable to Department of Regulation and Licensing and attach to application).

____ BOC Exam Candidates
\$ 53.00 Fee attached

____ Reciprocal Candidates
\$ 53.00 Fee attached

____ **TEMPORARY LICENSE ISSUED PRIOR TO PERMANENT LICENSE** (Only applicable for those candidates who have not taken the NATABOC exam.)

\$ 10.00 Is required in addition to the above fee (non-refundable)

For Receipting Use Only

Wisconsin Department of Regulation & Licensing

PLEASE REVIEW SECTIONS 1-3. CHECK THE SECTION UNDER WHICH YOU ARE SEEKING A CREDENTIAL. Under each section is a list of documents required for the credential. **Your application will not be considered complete until all of these documents have been received in the board office.** For your convenience we have added a checklist.

SECTION 1

BOC EXAM CANDIDATES: *(For candidates who have written the BOC exam)*

- ☐ Completed application.
 - ☐ Fee(s) attached to this application.
 - ☐ Official undergraduate transcripts submitted directly to the board office by the degree granting institution. Transcripts must state the degree awarded, major and date degree granted. Pre-dated transcripts or transcripts supplied by the applicant are not acceptable.
 - ☐ Certificate of Professional Education (Form #2498).
 - ☐ Verification of Certification of the BOC examination (Form # 2497).
 - ☐ Copy of current certificate of insurance, which shows the amounts of coverage and expiration date.
 - ☐ Social Security Number (Form #2495 Page 6 of 6).
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SECTION 2

RECIPROCAL CANDIDATES: 448.953(2) Stats. *(For candidates who have been issued a credential as an athletic trainer by another licensing jurisdiction in the United States that has requirements for credentialing that are substantially equivalent to the requirements for BOC Exam candidates.)*

- ☐ Completed application.
 - ☐ Fee(s) attached to this application.
 - ☐ Official undergraduate transcripts submitted directly to the board office by the degree granting institution. Transcripts must state the degree awarded, major and date degree granted. Pre-dated transcripts or transcripts supplied by the applicant are not acceptable.
 - ☐ Certificate of Professional Education (Form #2498).
 - ☐ Verification of Certification of the BOC examination (Form #2497).
 - ☐ Verification of licensure or certification from another state submitted directly from that state board.
 - ☐ A copy of the state's rules and regulations pertaining to their athletic training practice.
 - ☐ Copy of current certificate of insurance, which shows the amounts of coverage and expiration date.
 - ☐ Social Security Number (Form #2495 Page 6 of 6).
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SECTION 3

TEMPORARY LICENSE ISSUED PRIOR TO PERMANENT: *(For candidates who are not certified with BOC but have engaged in athletic training during each of the 12 consecutive months immediately preceding 11-01-2000 in Wisconsin.) This temporary license is valid for two years and shall be renewed once upon submitting evidence required in ch. 448.953(4)(a). A permanent license may be granted prior to the expiration date of this temporary by submitting proof of having passed the BOC examination.*

- ☐ Completed application.
 - ☐ Fee(s) attached to this application.
 - ☐ Official undergraduate transcripts submitted directly to the board office by the degree granting institution. Transcripts must state the degree awarded, major and date degree granted. Pre-dated transcripts or transcripts supplied by the applicant are not acceptable.
 - ☐ Certificate of Professional Education (Form #2498).
 - ☐ Copy of current certificate of insurance, which shows the amounts of coverage and expiration date.
 - ☐ Social Security Number (Form #2495 Page 6 of 6).
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TEMPORARY LICENSES: (Please check one):

_____ I plan to take the BOC examination on _____ month/day/year

_____ I have taken the BOC examination and am awaiting results.

Wisconsin Department of Regulation & Licensing

PRACTICE: Account for all activities and practice from date of graduation to the present time. **Must include professional and nonprofessional activities. ALL dates and time must be accounted for.**

	<u>LOCATION</u>	<u>DATES (from - to)</u> mo/yr	<u># OF HOURS</u> <u>PER WEEK</u>	<u>JOB TITLE &</u> <u>DUTIES</u>
1.				
2.				
3.				
4.				

I AM CREDENTIALIAED IN THE FOLLOWING STATES (UNLIMITED):

By Written Exam: _____

By Endorsement/Reciprocity: _____

YOU ARE REQUIRED TO HAVE EACH STATE BOARD OR OTHER JURISDICTION IN WHICH YOU HAVE EVER BEEN LICENSED OR CREDENTIALIAED SUBMIT LETTERS OF VERIFICATION TO THE WISCONSIN ATHLETIC TRAINERS AFFILIATED CREDENTIALING BOARD. THE LETTERS MUST INDICATE YOUR DATE OF BIRTH, CREDENTIAL NUMBER, DATE OF ISSUANCE, AND A STATEMENT REGARDING DISCIPLINARY ACTIONS. THESE LETTERS WILL BE REQUIRED IN ORDER TO COMPLETE YOUR APPLICATION FOR CERTIFICATION.

ANSWER THE FOLLOWING QUESTIONS: (Attach additional sheets if necessary)

	<u>YES</u>	<u>NO</u>
1. Are you familiar with the state health laws and rules and regulations of the Wisconsin Department of Health and Family Services regarding communicable diseases?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you ever surrendered, resigned, cancelled or been denied a professional license or other credential in Wisconsin or any other jurisdiction? If yes, give details on an attached sheet, including the name of the profession and the agency.	<input type="checkbox"/>	<input type="checkbox"/>
3. Has any licensing or other credentialing agency ever taken any disciplinary action against you, including but not limited to, any warning, reprimand, suspension, probation, limitation, revocation? If yes, attach a sheet providing details about the action, including the name of the credentialing agency and date of action.	<input type="checkbox"/>	<input type="checkbox"/>
4. Is disciplinary action pending against you in any jurisdiction? If yes, attach a sheet providing details about pending action, including the name of the agency and status of action.	<input type="checkbox"/>	<input type="checkbox"/>
5. Do you have any felony or misdemeanor charges pending against you? If yes, attach a sheet providing details about the pending charge, copy of the court documents and status of the charge. (Please do not give details on minor traffic charges, but do include information relating to <u>Driving While Intoxicated</u> (DWI) charges.)	<input type="checkbox"/>	<input type="checkbox"/>
6. Have you ever been convicted of a misdemeanor or a felony? If yes, attach a sheet providing details about the crime, including date of conviction, penalty and a copy of the court documents. (Please do not give details on minor traffic convictions, but do include information relating to <u>Driving While Intoxicated</u> (DWI) charges.)	<input type="checkbox"/>	<input type="checkbox"/>
7. Are you incarcerated, on probation or on parole for any conviction? If applicable, attach a sheet providing details including the terms of incarceration and a copy of a report from your probation or parole officer.	<input type="checkbox"/>	<input type="checkbox"/>

Wisconsin Department of Regulation & Licensing

	<u>YES</u>	<u>NO</u>
8. Have any suits or claims ever been filed against you as a result of professional services? If yes, submit a copy of the claim or suit and a copy of the final settlement or disposition.	<input type="checkbox"/>	<input type="checkbox"/>
9. Have your privileges ever been limited or removed? If yes, give details on an attached sheet.	<input type="checkbox"/>	<input type="checkbox"/>
10. Are you registered or licensed in any other profession(s)? If yes, state what profession(s) and in what states(s).	<input type="checkbox"/>	<input type="checkbox"/>
11. Have you ever been credentialed under any other name(s)? If yes, state name(s) credentialed under.	<input type="checkbox"/>	<input type="checkbox"/>

For the purposes of these questions, the following phrases or words have the following meanings:

"Ability to practice as an athletic trainer" is to be construed to include all of the following:

1. The cognitive capacity to make appropriate clinical diagnoses and exercise reasoned athletic trainer judgments and to learn and keep abreast of athletic training developments; and
2. The ability to communicate those judgments and athletic training information to patients and other health care providers, with or without the use of aids or devices, such as voice amplifiers; and
3. The physical capability to perform athletic training tasks such as examination and treatment procedures, with or without the use of aids or devices, such as corrective lenses or hearing aids.

"Medical condition" includes physiological, mental or psychological conditions or disorders, such as, but not limited to orthopedic, visual, speech, and hearing impairments, cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional or mental illness, specific learning disabilities, HIV disease, tuberculosis, drug addiction and alcoholism.

"Chemical substances" is to be construed to include alcohol, drugs or medications, including those taken pursuant to a valid prescription for legitimate medical purposes and in accordance with the prescriber's direction, as well as those used illegally.

"Currently" does not mean on the day of, or even in the weeks or months preceding the completion of this application. Rather, it means recently enough so that the use of drugs may have an ongoing impact on one's functioning as a licensee, or **within the past two years.**

"Illegal use of controlled dangerous substances" means the use of controlled dangerous substances obtained illegally (e.g. heroin or cocaine) as well as the use of controlled dangerous substances which are not obtained pursuant to a valid prescription or not taken in accordance with the directions of a licensed health care practitioner.

12. Do you have a medical condition which in any way impairs or limits your ability to practice as an athletic trainer with reasonable skill and safety? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>
13. Does your use of chemical substance(s) in any way impair or limit your ability to practice as an athletic trainer with reasonable skill and safety? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>
14. Are the limitations or impairments caused by your medical condition reduced or ameliorated because you receive ongoing treatment (with or without medications) or participate in a monitoring program? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>
15. Are the limitations or impairments caused by your medical condition reduced or ameliorated because of the field of practice, the setting or the manner in which you have chosen to practice? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>
16. Have you ever been diagnosed as having or have you ever been treated for pedophilia, exhibitionism or voyeurism? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>
17. Are you currently engaged in the illegal use of controlled dangerous substances?	<input type="checkbox"/>	<input type="checkbox"/>
18. If yes, are you currently participating in a supervised rehabilitation program or professional assistance program which monitors you in order to assure that you are not engaging in the illegal use of controlled dangerous substances? If yes, please explain.	<input type="checkbox"/>	<input type="checkbox"/>

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AFFIDAVIT OF APPLICANT

I hereby authorize educational institutions, employers (past and present); business and professional associates (past and present) and all government agencies and instrumentalities (local, state, federal or foreign) to release to the Wisconsin Athletic Trainers Affiliated Credentialing Board any information, files or records requested by the Board in connection with the processing of my application.

I, the above-named applicant, state that I am the person referred to in this application and that all the statements herein contained are each and all strictly true in every respect. I understand that false or forged statements made in connection with this application may be grounds for revocation of my credential or other disciplinary action. I also understand that if I am issued a credential, failure to comply with the laws or rules of either the Athletic Trainers Affiliated Credentialing Board or the Department of Regulation and Licensing will be cause for disciplinary action.

Applicant Signature

Date

Subscribed and sworn to before me this _____ day of

_____, 20 _____

Notary Public

State

My Commission Expires: _____

SEAL

NOTE: This affidavit must be signed by the applicant in the presence of the notary public on the same date.

Wisconsin Department of Regulation & Licensing

SOCIAL SECURITY NUMBER. Your social security number (or employer identification number if you are applying as a business entity) must be submitted with your application on this form. If you do not have a social security number you must submit a statement under oath or affirmation. If your social security number or a statement is not provided, your application will be denied.¹ A form for submitting a statement that you do not have a social security number is available from the department.

(Please Print)

First Name Middle Initial Last Name

Profession

Date of Birth _____ _____ _____
 month day year

- -

Social Security Number or FEIN

The Department may not disclose the social security number collected above except to the Department of Workforce Development for purposes of administering the child and spousal support program,² to the Department of Revenue for the purpose of determining whether you are liable for delinquent taxes,³ and to the federal Healthcare Integrity and Protection Data Bank for the purpose of reporting adverse actions against health care practitioners.⁴

¹ Section 440.03 (11m), Wis. Stats.

² Sections 49.22, and 440.13, Wis. Stats.

³ Section 440.12, Wis. Stats.

⁴ Health Insurance Portability and Accountability Act (HIPAA) of 1996

This form is authorized by secs. 440.12 and 440.14, Wis. Stats. Making a false statement in connection with this application may result in revocation or denial.